

**YOUTH RESOURCE SERVICES  
(The Rendezvous Sherborne) Ltd**

**Report and Financial Statements  
for the year ended 31 March 2016**

**Charity no: 1162722  
Company registered no: 07592624**

YOUTH RESOURCE SERVICES  
(THE RENDEZVOUS SHERBORNE) LTD

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YOUTH RESOURCE SERVICES  
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Legal and Administrative Information

**Trustees**

Andrew May (Chairman)  
Carol Johnson (Appointed 01/04/15)  
Caroline Tuffin (Resigned 04/08/15)  
James Gower (Appointed 01/04/15)  
Julie Warren  
Linda Bygrave  
Penny Graham (Treasurer) (Appointed 07/09/15)  
Penelope Wallington  
Prof Robert Eccleshall  
Rev Roy Catchpole (Appointed 26/06/16)

**Charity Offices**

The Rendezvous  
Under Cheap Street Church  
Sherborne  
Dorset DT9 3BJ

**Independent Examiner:**

Mrs K E Wall MAAT  
Moormead House  
Holwell  
Sherborne  
Dorset DT9 5LQ

**Principal Bankers:**

The Co-operative Bank plc  
PO Box 101  
1 Balloon Street  
Manchester M60 4EP

**Solicitors:**

Mogers Drewett LLP  
Spring House  
East Mill Lane  
Sherborne  
Dorset DT9 3DP

YOUTH RESOURCE SERVICES  
(THE RENDEZVOUS SHERBORNE) LTD

Trustees Report for the year ended 31 March 2016

**Structure, governance and management**

Youth Resource Services (The Rendezvous Sherborne) Ltd ('the Charity') is constituted as a company limited by guarantee and not having a share capital. The Trustees, who are also Directors of the Charity for the purposes of the Companies Act, present their report along with the financial statements of the Charity for the year ended 31 March 2016.

The financial statements have been prepared in accordance with the accounting policies set out on page 11 and comply with the current statutory requirements and the Charity's governing document.

**Trustees**

The trustees who served the charity during the period and since the year end are shown on page 3. Appointment of trustees is in accordance with the Charity's Articles of Association. The board is authorised to appoint new trustees to fill vacancies arising during the year. The Members of the Charity (who can also be trustees) confirm the appointment of new trustees at each year's Annual General Meeting.

New trustees undergo induction training to appraise them of their legal obligations under charity and company law, the Charity Commission guidance on public benefit, the content of the Articles of Association, the committee and decision-making processes, the business plan and the recent financial performance of the charity.

The trustees are responsible for the governance of the Charity. The Board meet regularly six times a year. They have delegated authority for the day to day running of the charity to the Centre Manager. They have created Finance, Fundraising and Nominations Sub-Committees that are responsible for overseeing the finances of the Charity, fundraising and new trustee appointments and for making recommendations to the full Board. The Centre Manager attends all meetings of the Board and Finance Committee.

**Investment Powers**

The Trust Deed authorises the trustees to make and hold investments using the general funds of the charity, but no such investments are presently held.

**Risk management**

Each year the trustees actively review the major risks which the Charity faces and have established systems in place to mitigate these risks. A Business Plan is prepared each year and approved by the trustees. As part of this process expected income and expenditure is carefully assessed to ensure the financial viability of the company.

**Objects and Activities**

The Charity's objects as set out in its Articles of Association are to help and educate young people in the Sherborne area through their leisure activities and through advice, guidance, information, education and formal and informal training and to provide a meeting place and Youth Advice Centre where young people can meet in a safe and relaxed atmosphere.

The activities of the Charity are reported on each year in an Annual Review available to our supporters and other interested parties.

YOUTH RESOURCE SERVICES  
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Trustees Report for the year ended 31 March 2016

**Reserves Policy**

In order to provide the Charity with adequate financial stability and the means to meet its charitable objectives for the foreseeable future, the trustees propose to build up the Charity's reserves to a level which is equivalent to four months operational expenditure and have set this figure having regards to its manner of operation and likely future funding streams. As at the end of March 2016 reserves were equivalent to three and a half months unrestricted operational expenditure.

**Public Benefit**

In planning our activities we keep in mind the Charity Commissions guidance on public benefit (section 17(5) of the Charities Act 2011). The two key principles set out by the Commission are:

- An identifiable benefit
- The benefit must be to the public or a section of the public

To meet our duty as a charity and to deliver our mission, we have continued to provide the support needed by young people in the area. We offer three broad services – advice, information and support, personal development and learning and employability. Through this we aim to help young people move towards greater self-reliance, motivation and aspiration and to be able to live happy, healthy and successful lives.

The main focus of our activities continues to be our one to one support of young people which helps resolve practical problems, build confidence and self-esteem and improve emotional wellbeing.

The Rendezvous welcomes all young people from 13-25 regardless of personal background, faith, gender or personal circumstances. Our services are completely free to all young people. Keeping our services free is intrinsic to our ethos and to fulfil our mission, as the majority of young people we see fall in the lowest socio-economic group and would otherwise be unable to access private services. This is particularly important in the area of mental health where there is little statutory support available for those who are not at crisis point and to pay privately is beyond the reach of the majority of our user group.

Over the year nearly 300 individual young people have visited the Rendezvous. This is an increase of a third on 2014 to 2015. They have made more than 2500 visits to the centre and we expect these numbers to continue to grow during 2016 to 2017. Most live in Sherborne and the surrounding villages but some travel from as far as Taunton and we are seeing more young people who are based in Yeovil, the nearest town across the Somerset border.

**Achievements and performance**

In 2015-2016 we have again had some notable successes with individual young people, helping them to transform their lives in a variety of ways. We have provided support for a number of young people who self-harm as a mechanism for coping with anxiety and stress and seen a marked reduction in incidents. We are generalists not specialists but the support we provide is recognised as being of real value by the local schools and CAMHs teams who continue to make regular referrals.

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Trustees Report for the year ended 31 March 2016

All in all, over the last year we provided 625 one to one meetings, nearly 400 hours of alternative schooling and 380 hours of English and Maths tutoring. Together with 200 hours of mentoring and over 88 hours of young parent support we helped resolve 46 benefits issues and 21 housing issues, achieve 15 accredited qualifications, and were part of the solution that kept four young people at risk of exclusion, in education.

In the summer we piloted an outreach project in the Skate park and on the back of its success have secured funding to deliver a larger project in 2016 with the aim of reducing anti-social behaviour in the area and engaging with young people unknown to the centre.

Increased management capacity, thanks to the Patsy Wood Trust, has enabled us to be more proactive and outward facing.

Our work with the Gryphon School has continued to develop. In September 2015 we started a regular session aimed at young people studying at the Gryphon. RV Wednesdays attract the most vulnerable young people. The informal sessions provide them somewhere to spend time in a supervised environment and enable us to adopt different approaches to build relationships with them at an earlier age. In addition to this, once a week we provide a drop-in, self-referral service to young people who live in the villages and are prevented from accessing our support because of school transport issues. This has been extremely successful and led to an increasing number of referrals from the school.

The mentoring project has continued as legacy of our Open Doors project funded initially by the Cabinet Office in 2014. Volunteer mentors continue to provide a valuable addition to the team and provide support and new links with young people. We have started to build links with local businesses and we look forward to developing these in the coming year. Similarly our links with organisations providing careers services for young people and adults are growing which will continue to strengthen our ability to provide support to young people around jobs and careers.

In the run up to the closure of the local council funded youth provision the Centre took on a mapping exercise for the council, charting local activities available to young people.

#### **Financial Review**

During the year we made a small loss of £3,029 and our reserves now stand at £61,832, although £31,123 of this amount is restricted and will be spent this year. Unrestricted reserves amount to £30,709 which represents about three and a half month's expenditure, very close to our reserves target of four months operational expenditure. Total income was down following the planned completion of the Cabinet Office funded 'Open Doors' project in March 2015. We continued to receive generous support from the Patsy Wood Trust, Garfield Weston Foundation and various Dorset trusts and local organisations, notably the Alice Ellen Cooper Dean Trust, the Valentine Trust, Elizabeth & Prince Zaiger Trust as well as the Sherborne Country Fair and many other local charities. The Friends of the Rendezvous continue to raise large sums for us and are always ready to help whenever help is needed. We have made significant progress in expanding our local fundraising from supportive local individuals.

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Trustees Report for the year ended 31 March 2016

**Future Developments**

We have three main areas for development in 2016/17.

- 1) In response to the increasing demand for support for young people with mental health problems we are investing in additional training and mentoring to ensure we can provide high quality appropriate support to young people in need.
- 2) We are also continuing to extend our reach beyond the centre with outreach activities taking place outside the Rendezvous in local parks and schools.
- 3) Finally we will be developing our links with local businesses to help develop our learning and employability offer to young people and a number of new initiatives are planned for the forthcoming year including a networking session for young people to build confidence at interaction with a range of people from the business community.

**Statement of Trustees' responsibilities**

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the Trustees are required to;

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgments and estimates;
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Approval**

This report was approved by the trustees on 21 September 2016 and signed on their behalf.

**Andrew May**  
Chair of the Trustees

YOUTH RESOURCE SERVICES  
(THE RENDEZVOUS SHERBORNE) LTD

Independent Examiner's Report to the Members of  
Youth Resource Services (The Rendezvous Sherborne) Ltd

We report on the accounts for the year ended 31 March 2016, which are set out on pages 9 to 17.

**Respective responsibilities of directors and reporting accountant**

As described on page 7, the charity's Trustees/Directors are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act (the 2011 Act) and that an independent examination is needed.

Having satisfied ourselves that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINER'S REPORT**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a true and fair view and the report is limited to those matters set out in the statement below.

**INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements
  - a. to keep accounting records in accordance with section 386 of the Companies act 2006; and
  - b. to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Financial Reporting Standard for Smaller Entities published on 16 July 2014 (FRSSE) have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs K E Wall MAAT

Date

Moormead House  
Holwell  
Sherborne  
Dorset DT9 5LQ

YOUTH RESOURCE SERVICES  
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Statement of Financial Activities  
for the year ended 31 March 2016

	Notes	Unrestricted Funds £	Restricted Funds £	2016 £	2015 £
<b>Incoming resources</b>					
Donations, grants & legacies	2	64,621	40,000	104,621	132,948
Charitable activities	3	35,289	1,123	36,412	33,548
Other fundraising activities	4	6,989	0	6,989	12,214
Investment income		18	0	18	33
		<u>106,917</u>	<u>41,123</u>	<u>148,040</u>	<u>178,743</u>
<b>Resources expended</b>					
Charitable activities	5	64,414	34,924	99,338	116,823
Other fundraising activities	6	1,220	0	1,220	3,093
Premises & administration	7	45,631	4,880	50,511	47,160
		<u>111,265</u>	<u>39,804</u>	<u>151,069</u>	<u>167,076</u>
Net movement in funds		-4348	1319	-3029	11667
<b>Gross transfers between funds</b>					
Total funds brought forward		<u>31,439</u>	<u>33,422</u>	<u>64,861</u>	<u>53,194</u>
Total funds carried forward		<u>30,709</u>	<u>31,123</u>	<u>61,832</u>	<u>64,861</u>

YOUTH RESOURCE SERVICES  
(THE RENDEZVOUS SHERBORNE) LTD

Balance Sheet as at 31 March 2016

	Notes	2016 £	2015 £
<b>FIXED ASSETS</b>			
Tangible assets	9	<u>5,139</u>	<u>11,038</u>
<b>CURRENT ASSETS</b>			
Debtors	10	5,526	14,264
Stock		100	120
Cash at bank and in hand		<u>56,073</u>	<u>46,540</u>
		61,699	60,924
<b>CREDITORS: Amounts falling</b>			
due within one year	11	<u>5,006</u>	<u>7,101</u>
<b>NET CURRENT ASSETS</b>		<u>56,693</u>	<u>53,823</u>
Total assets less current liabilities		<u>61,832</u>	<u>64,861</u>
<b>Funds of the Charity</b>			
Unrestricted funds	12	30,709	31,439
Restricted funds		<u>31,123</u>	<u>33,422</u>
		<u>61,832</u>	<u>64,861</u>

YOUTH RESOURCE SERVICES  
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Balance Sheet as at 31 March 2016

The financial statements were approved by the Board of Trustees on 21 September 2016.

The Trustees are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Approved by the trustees on 21 September 2016 and signed on their behalf.

**Mrs P Graham**  
**Treasurer**

YOUTH RESOURCE SERVICES  
(THE RENDEZVOUS SHERBORNE) LTD

Notes to the accounts for the year ended 31 March 2016

**1. Accounting policies**

**1.1 Basis of preparation of accounts.**

The financial statements have been prepared under the historical cost basis and in accordance with the Companies Act 2006 and the FRSSE (effective January 2015).

**1.2 Tangible fixed assets for use by the charity and depreciation**

Tangible fixed assets for use by the charity are stated at cost less accumulated depreciation.

Depreciation is provided at rates calculated to write off the cost of valuation of each asset less its estimated residual value, over its expected useful life on the following basis:

Computers	25% straight line basis
Sound recording equipment	25% straight line basis
Furniture, fittings and equipment	15% straight line basis
Improvements to premises	15% straight line basis

Impairment reviews are carried out as and when evidence comes to light that the recoverable amount of a functionable fixed asset is below its net book value due to damage, obsolescence or other factors.

**1.3 Incoming resources**

During the year to 31 March 2016 the analysis of income has been amended and the comparatives for the previous year restated so a meaningful comparison is shown.

Income is now shown divided up between donations, grants & legacies, charitable activities and other fundraising activities. All income is accounted for as received by the charity unless in exceptional circumstances a receipt is both imminent and virtually certain and its exclusion would distort the accounts.

No permanent endowments have been received either in the period or in the past.

**1.4 Resources expended**

During the year to 31 March 2016 the analysis of expenditure has been amended and the comparatives for the previous year restated so a meaningful comparison is shown.

Costs are now divided up between charitable activities, other fundraising activities and premises & administration. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

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Notes to the accounts for the year ended 31 March 2016

Fundraising costs comprise expenditure incurred mainly in raising funds locally. All other expenditure is shown under premises and administration. Governance costs are no longer shown separately as they are insignificant.

Value Added Tax is not recoverable by the charity, and as such is reported as part of the expenditure to which it relates.

**1.5 Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

YOUTH RESOURCE SERVICES  
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Notes to the accounts for the year ended 31 March 2016

	<b>2016</b>	<b>2015</b>
	£	£
<b>2. Donations, grants and legacies</b>		
Donations	27,541	29,609
Grants	67,080	98,339
Legacies	10,000	5,000
	<u>104,621</u>	<u>132,948</u>
<b>3. Charitable activities</b>		
Outreach	1,123	1,602
Youth development	4,438	4,438
Advice, information and guidance	9,300	9,300
Housing support	5,000	5,000
Life skills courses	16,551	13,208
	<u>36,412</u>	<u>33,548</u>
<b>4. Other Fundraising activities</b>		
Letting income	285	547
Coffee bar income	3,963	4,489
Friends of the Rendezvous	2,019	6,495
Young Parents	557	683
Miscellaneous	165	0
	<u>6,989</u>	<u>12,214</u>
<b>5. Charitable activities</b>		
Salaries	91,795	106,944
Staff training, recruitment and welfare	2,698	3,615
Travel and subsistence	242	1,237
Sundry expenses	2,354	2,688
Client support	2,249	2,339
	<u>99,338</u>	<u>116,823</u>
<b>6. Other fundraising activities</b>		
Coffee bar	612	2,013
Function costs	576	1,080
Sundry expenses	32	0
	<u>1,220</u>	<u>3,093</u>

YOUTH RESOURCE SERVICES  
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Notes to the accounts for the year ended 31 March 2016

	<b>2016</b>	<b>2015</b>
	£	£
<b>7. Premises and administration</b>		
Salaries	13,693	15,372
Premises	19,832	16,032
Other administration	11,174	10,019
Depreciation	5,812	5,737
	<u>50,511</u>	<u>47,160</u>

**8. Staff costs**

No remuneration was paid to trustees in the year.

Trustees' direct expenses were reimbursed. The staff costs were:

Wages and salaries	101,809	118,110
Social security	3,679	4,206
	<u>105,488</u>	<u>122,316</u>

The average weekly number of staff employed calculated as full time equivalents during the year was as follows:

Charity work	3	3
Administration	0.5	1

No employee received remuneration of more than £60,000.

YOUTH RESOURCE SERVICES  
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Notes to the accounts for the year ended 31 March 2016

**9. Tangible fixed assets for use by the charity**

	<b>Recording Studio £</b>	<b>Furniture Fittings £</b>	<b>Computers £</b>	<b>Premises Improvements £</b>	<b>Total £</b>
<b>Cost or valuation</b>					
31 March 2015	3,331	6,692	14,297	2,775	27,095
Additions	0	98	0	0	98
Disposals	0	(185)	0	0	(185)
As at 31 March 2016	<u>3,331</u>	<u>6,605</u>	<u>14,297</u>	<u>2,775</u>	<u>27,008</u>
<b>Depreciation</b>					
31 March 2015	1,574	4,860	7,416	2,207	16,057
Charge for the year	832	990	3,574	416	5,812
As at 31 March 2016	<u>2,406</u>	<u>5,850</u>	<u>10,990</u>	<u>2,623</u>	<u>21,869</u>
<b>Net book value</b>					
As at 31 March 2015	<u>1,757</u>	<u>1,832</u>	<u>6,881</u>	<u>568</u>	<u>11,038</u>
<b>Net book value</b>					
As at 31 March 2016	<u>925</u>	<u>755</u>	<u>3,307</u>	<u>152</u>	<u>5,139</u>

**2016**  
£

**2015**  
£

**10. Debtors**

Sundry debtors	3,598	4,089
Prepayments	1,929	10,175
	<u>5,527</u>	<u>14,264</u>

**11. Creditors: amounts falling due within one year**

Trade creditors	1,676	2,139
Other taxes and social security costs	1,919	1,806
Other creditors	1,411	1,156
Loans	0	2,000
	<u>5,006</u>	<u>7,101</u>

YOUTH RESOURCE SERVICES  
(THE RENDEZVOUS SHERBORNE) LTD

Notes to the accounts for the year ended 31 March 2016

**12. Statement of movement on unrestricted funds**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Reserves brought forward	31,439	47,339
Net movement in funds	-4,348	-15,900
Gross transfer from restricted funds	<u>3618</u>	<u>0</u>
	<u><u>30,709</u></u>	<u><u>31,439</u></u>